

To: CN=Sheila Eckman/OU=R10/O=USEPA/C=US@EPA[]
Cc: CN=Jenny Thomas/OU=DC/O=USEPA/C=US@EPA;CN=Candace Smith/OU=R10/O=USEPA/C=US@EPA[]; N=Candace Smith/OU=R10/O=USEPA/C=US@EPA[]
Bcc: []
From: CN=Rachel Fertik/OU=DC/O=USEPA/C=US
Sent: Fri 7/8/2011 11:27:44 PM
Subject: Re: Fw: Bristol Bay Briefing for Dennis - 7/12

Crap - I just found this email. Calling now. I left a message with our general request and your number as a follow up POC.

Jenny - Could you call them again on Monday ?

The email volume today was ridiculous. Must have just not seen this email.

Thanks for the info, Sheila.

- Rachel

From: Sheila Eckman/R10/USEPA/US
To: Rachel Fertik/DC/USEPA/US@EPA
Date: 07/08/2011 12:24 PM
Subject: Re: Fw: Bristol Bay Briefing for Dennis - 7/12

Rachel - the RTP contact info is 919-541-7800, email is epavtc@epa.gov. According to Candace Smith, they keep track of all EPA VTC facilities and should be able to easily set up a three way call. Give me a call if you need anything, or you can call Candace Smith in our RA's office (205-553-6524). Thanks.

Sheila M. Eckman
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From: Rachel Fertik/DC/USEPA/US
To: Sheila Eckman/R10/USEPA/US@EPA
Date: 07/08/2011 05:40 AM
Subject: Re: Fw: Bristol Bay Briefing for Dennis - 7/12

Good to know. I wish Gloria had said as much. Without somebody taking responsibility, we can't leave it to chance, though, right? I don't know who to contact in RTP or exactly what to ask for. That's the problem. And Gloria certainly wasn't willing to take this on. Suggestions?

From: Sheila Eckman/R10/USEPA/US
To: Rachel Fertik/DC/USEPA/US@EPA
Date: 07/07/2011 06:44 PM
Subject: Fw: Bristol Bay Briefing for Dennis - 7/12

FYI.....

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----- Forwarded by Sheila Eckman/R10/USEPA/US on 07/07/2011 03:43 PM -----

From: Candace Smith/R10/USEPA/US
To: Sheila Eckman/R10/USEPA/US@EPA
Date: 07/07/2011 03:42 PM
Subject: Re: Bristol Bay Briefing for Dennis - 7/12

Sheila,

This is getting WAY too complicated and it needn't be. All HQ (or somebody) has to do is contact RTP and say: We have 3 locations with which we need to connect @ this certain time for however long the meeting is for. All everyone would have to do is turn on their VTC!

I do not know our "IP Address" RTP knows what it is.

Candace H. Smith
Admin. Specialist to Michelle Pirzadeh
EPA, Region 10
1200 Sixth Avenue, Suite #900
Seattle, WA 98101
(206) 553-6524

From: Sheila Eckman/R10/USEPA/US
To: Candace Smith/R10/USEPA/US@EPA
Date: 07/07/2011 03:25 PM
Subject: Re: Bristol Bay Briefing for Dennis - 7/12

Candace - a couple things on this...

Is there an ID # for the VTC in the Exec. Conf. Room?

Can someone from your office be available in the room 1 hour before the briefing to do a test connection (HQ, R10, AOO)?

Apparently there is some way to project a powerpoint on the same screen as the VTC - HQ is looking into this. I am attaching the materials here in case that does not work.

[attachment "BBA Executive Briefing Draft 20110627_v3.pptx" deleted by Sheila Eckman/R10/USEPA/US]

[attachment "Bristol Bay Flow Chart rev5.pdf" deleted by Sheila Eckman/R10/USEPA/US]

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From: Candace Smith/R10/USEPA/US
To: Sheila Eckman/R10/USEPA/US@EPA
Date: 07/07/2011 11:59 AM
Subject: Re: Bristol Bay Briefing for Dennis - 7/12

Sheila,

If Dennis is to participate via VTC, he will not have the capability to use his computer for the Power Point presentation. (different rooms) We can have him look at the presentation by hard copy if we can acquire that.

You're thoughts?

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From: Sheila Eckman/R10/USEPA/US
To: Candace Smith/R10/USEPA/US@EPA, Matthew Magorrian/R10/USEPA/US@EPA, Kendra Tyler/R10/USEPA/US@EPA
Date: 07/07/2011 11:45 AM
Subject: Bristol Bay Briefing for Dennis - 7/12

Dennis is scheduled to do a Bristol Bay Briefing with HQ and the AOO on the morning of 7/12. The arrangements are somewhat complex so I just wanted to let you know the details in case there are questions or glitches. Both Rick Parkin and I will be in Alaska, so Dennis will be here on his own - may be some other folks from R10 sitting in.

Bob Sussman's office set up a conference line - on the invitation.

HQ has also requested a video conference. Rachel Fertik in HQ is trying to coordinate this with Sussman's office and the AOO (working with Peg Lane). They may contact you for a dry run. I requested that they connect to the ET Conference Room.

I have also set up a gotomeeting line for the powerpoint presentation - I'm not sure if this can be accessed at the same time as the video conference, but here is the info:

1. Please join my meeting.

<https://www3.gotomeeting.com/join/Non-Responsive>

2. Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

Dial: **Non-Responsive**
Access Code: **Non-Responsive**

Audio PIN: Shown after joining the meeting

Meeting ID: **Non-Responsive**

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I assume we will not be using the conference line or the gotomeeting audio hookup but will depend on the VTC for audio.

I will be in Alaska and will have a cell phone **Ex. 6 - Personal Privacy** in case you need to reach me.

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